

**VILLAGE OF LAKE BLUFF
JOINT PLAN COMMISSION & ZONING BOARD OF APPEALS
REGULAR MEETING**

JANUARY 18, 2017

APPROVED MINUTES

1. Call to Order & Roll Call

Chair Kraus called to order the regular meeting of the Joint Plan Commission and Zoning Board of Appeals (PCZBA) of the Village of Lake Bluff on Wednesday, January 18, 2017, at 7:00 p.m. in the Public Safety Building Community Room (45 E. Center Avenue).

The following members were present:

Members: Leslie Bishop
 Sam Badger
 David Burns
 Mary Collins
 Elliot Miller
 Steven Kraus, Chair

Absent: Gary Peters, Member

Also Present: Drew Irvin, Village Administrator
 Jeff Hansen, Village Engineer

2. Non-Agenda Items and Visitors

Chair Kraus stated the PCZBA allocates 15 minutes for those individuals who would like the opportunity to address the PCZBA on any matter not listed on the agenda.

There were no requests to address the PCZBA.

3. A Workshop Regarding an Update of the Village's Comprehensive Land Use Plan

Chair Kraus provided background information regarding the matter. A discussion regarding an update of the Village's Comprehensive Land Use Plan followed.

The discussion centered upon what the outline of the comprehensive plan should be and what the inputs to the plan will be. Chair Kraus referenced the five planning elements in the draft outline. Member Bishop referenced the Village's work on the Strategic Plan and stated that the Comprehensive Plan should not be at odds with what has already been worked on. Village Administrator Drew Irvin stated that the Strategic Plan is a shorter term plan than the Comprehensive plan but should be one of the inputs to the Comprehensive Plan.

A further discussion of what should be the inputs to the Comprehensive Plan ensued. Chair Kraus asked if a community survey should be completed and referenced several data points that could be gathered. Village Administrator Drew Irvin mentioned the existing census data that could have some of this data. Member Burns said that a survey could be helpful but it should be more directional than specific. It should not ask for solution but instead ask what people think is important. Chair Kraus said that the census data would miss the impressionistic input from residents and a discussion followed on how to get the impressionistic data. Member Miller asked

if the Strategic Plan efforts had a community survey. Village Administrator Drew Irvin said the Strategic Plan brought in 40 stakeholders but did not survey the entire community. Member Burns stated that there may be a natural point in the process where a survey should be done. The process can start with existing data and it should be transparent how the plan is being created.

A discussion ensued about when in the process community input would be appropriate. It was debated if the commission should establish goals and get community feedback or to get community input first. A consensus was reached that some community feedback should be gathered prior to creating the goal of the plan. Village Administrator Drew Irvin agreed to try and gather information from the community such as what zip codes customers of the businesses in the CBD are coming from. He also stated that Village staff could begin writing a working outline of planning goals based on the 1997 plan and other available inputs. Staff will also gather information from the PCZBA's discussion from several years ago on potential Comprehensive Plan amendments.

The discussion concluded with a consensus that additional workshops would be scheduled after the PCZBA receives additional information from staff.

4. Adjournment of the Workshop Meeting

As no further business came before the PCZBA, the meeting adjourned at 9:30 p.m.

Respectfully submitted,

Jeff Hansen
Village Engineer